

DIRECTOR'S OFFICE

April 5, 2007

Jeff Mori, Executive Director
Asian American Recovery Services
1340 Tully Road, Suite 304
San José, CA 95122

Dear Mr. Mori:

As a follow-up to the City Council action regarding the Northside RFP recommendation on April 3, 2007, the direction is to:

1. Require AARS to submit within two weeks (April 17), a list of all partner community based organization (CBO) providers, specifically describing the services they will commit to provide, and further specifying a minimum quantity of hours per week and anticipated clients per week.
2. Require AARS to submit within that two week period, a letter of commitment from the Board of Directors (or Executive Director) of each of those partner CBO's describing with specificity the extent and duration of their commitment.
3. Defer consideration of this item for 7 weeks (Council meeting of May 22) to permit adequate outreach to surrounding neighborhoods, during which time Staff shall coordinate with the District 3 Council Office outreach to the surrounding neighborhoods, specifically, Hensley Historic District, Japantown, Northside and the 13th Street NAC.
4. In the interim, Parks, Recreation and Neighborhood Staff shall continue to operate and manage the facility.

PRNS would like to confirm the meeting with you on Monday, April 9 for 2:00 p.m. at San José City Hall, 200 East Santa Clara Street, Room 946 to review the Council direction, submission of information related to items 1 & 2 above and to clarify the process for the community meetings.

We look forward to working with your organization. If you should have any questions, please contact Art Catbagan at 408-793-5532.

Sincerely,

Julie Mark

Albert Balagso

for Director of Parks, Recreation and Neighborhood Services

Northside RFP agency information

1. Name of Agency, for profit or non-profit designation
2. Program name if different
3. Contact name, address and phone number for agency and program if different
4. Program description, outcomes and how outcomes will be documented
5. Services to be provided and fees structure if applicable
6. Description of Clients to receive services, client selection and enrollment process
7. Days of the week these services will likely be provided, number, length and frequency of sessions. Time of day these services will likely be provided
8. Minimum quantity of program or service hours per week to be provided at the center. Space requirement to provide these services
9. Anticipated number of clients to receive services per week duplicated and unduplicated Number of program staff that will be providing the services at the center?
10. Agency contributions, budgetary and or in-kind please specify.